

BUDGET: 2002 Utah Public Health Conference

Category	Description	Amount	
INCOME - RECEIPTS			<-- Click for DETAILS
	Exhibitor's Fees Received	\$5,000.00	
	Luncheon Receipts	\$30.00	
	Miscellaneous Receipts	\$0.00	
	Registration, Sponsored Mgts	\$17,360.00	
	TOTAL RECEIPTS	\$22,390.00	

EXPENSES - COSTS			<-- Click for DETAILS
	Awards, Contributions, Memberships	\$200.00	
	Dispersment of Conf Revenues	\$0.00	
	Food, Luncheons, Catering	\$12,847.78	
	Miscellaneous Expenses	\$0.00	
	Office Costs, Supplies, Printing, Postage	\$4,900.00	
	Professional Fees, Honorariums, Legal Fees	\$1,200.00	
	Travel Expense	\$3,150.00	
	TOTAL EXPENSES:	\$22,297.78	

PROCEEDS (Receipts Less Expenses)		
	TOTAL PROCEEDS	\$92.22

REGISTRATION FEES - Receipt Totals Based on These Fees			<-- Click for DETAILS
2 Day	Member Rate	\$90.00	The Excel spreadsheet version of this budget allows financial modeling on Conference Fees.
	Non-Member Rate	\$125.00	
	Student and Retired Rate	\$65.00	
	Visitor / Intern (No Meals)	\$25.00	
1 Day	Member Rate	\$55.00	Enter alternative fee levels for each category of Registrant to see the impact on the INCOME - RECEIPTS and PROCEEDS categories.
	Non-Member Rate	\$70.00	
	Student and Retired Rate	\$40.00	
	Visitor / Intern (No Meals)	\$20.00	

ANALYSIS OF INCOME & COSTS - Per Person and Other Analysis			<-- Click for DETAILS
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BUDGET: 2002 Utah Public Health Conference

INCOME / RECEIPTS						
Category	Detail	Formula			Amount	Totals
EXHIBITOR						
	Platinum	2	@	\$1,000	\$2,000.00	
	Gold	3	@	\$500	\$1,500.00	
	Silver	4	@	\$250	\$1,000.00	
	Century	4	@	\$100	\$400.00	
	Non-Profit	2	@	\$50	\$100.00	
					=====	
	Total EXHIBITOR	15			\$5,000.00	\$5,000.00
LUNCHEON REC'D						
	Lunchs and Meal Income	2	@	\$15	\$30.00	
					=====	
	Total LUNCHEON REC'D	2			\$30.00	\$30.00
REGISTRATIONS						
Proposed Fees From TOTAL Page 						
2 Day	Member Rate	160	@	\$90	\$14,400.00	
	Non-Member Rate	12	@	\$125	\$1,500.00	
	Student and Retired Rate	5	@	\$65	\$325.00	
	Visitor / Intern (No Meals)	1	@	\$25	\$25.00	
	Total 2 Day Registrations	178				
1 Day	Member Rate	10	@	\$55	\$550.00	
	Non-Member Rate	6	@	\$70	\$420.00	
	Student and Retired Rate	2	@	\$40	\$80.00	
	Visitor / Intern (No Meals)	3	@	\$20	\$60.00	
	Total 2 Day Registrations	21				
					=====	
	Total REGISTRATIONS	199			\$17,360.00	\$17,360.00
GRAND TOTAL						
					=====	\$22,390.00

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EXPENSES / COSTS				
Category	Detail	Formula	Amount	Totals
AWARDS, CONTRIBUTIONS, MEMBERSHIPS				
	Gifts for Main Speakers	4 @ \$ 25.00	\$100.00	
	Complementary Memberships	4 @ \$ 25.00	\$100.00	
			=====	
	Total AWARDS, CONTRIB., MEMBERSHIPS		\$200.00	\$200.00
DISBURSEMENT OF CONFERENCE PROCEEDS				
		% of Registrants	Share	
	UPHA	60% =>	\$0 (Amount not Transferred)	
	HEAU	25% =>	\$0	\$0.00
	UEHA	11% =>	\$0	\$0.00
	OTHER	4% =>	\$0	\$0.00
	Estimate of Total Proceeds	100% \$ -		
			=====	
	Total PROCEEDS DISBURSMENT		\$0.00	\$0.00
FOOD				
	Catering			
	(See quote from Salt Palace Food Services for prices per item)			
PreConf	Lunch	50 @ \$ 10.95	\$547.50	
	18% Service Charge	@ 19.00%	\$104.03	
	Tax	@ 8.25%	\$45.17	
			=====	
	PreConf Grand Total		\$696.69	
Day 1	Continental Breakfast	150 @ \$ 7.25	\$1,087.50	
	Water	0 @ \$ 10.00	\$0.00	
	AM Break	200 @ \$ 1.50	\$300.00	
	Lunch	300 @ \$ 12.95	\$3,885.00	
	PM Break	200 @ \$ 3.00	\$600.00	
Day 2	Breakfast Buffet	150 @ \$ 12.25	\$1,837.50	
	Water	0 @ \$ 10.00	\$0.00	
	AM Break	200 @ \$ 1.50	\$300.00	
	Lunch	0 @ \$ 10.00	\$0.00	
	PM Break	200 @ \$ 3.00	\$600.00	
			=====	
	Catering Subtotal		\$8,610.00	
	18% Service Charge	@ 19.00%	\$1,635.90	
			=====	
	Food & Service Charge Subtotal		\$10,245.90	
	Tax	@ 8.25%	\$845.29	
	Adjustment		\$0.00	
			=====	
	Catering Grand Total		\$11,091.19	

EXPENSES / COSTS (Continued)

Category	Detail	Formula	Amount	Totals
Social				
	Food	50 @ \$ 7.00	\$350.00	
	Social Club Membership	1 @ \$ 15.00	\$15.00	
	Cash Bar Fees	1 @ \$ 75.00	\$75.00	
			=====	
			\$440.00	
	18% Service Charge	@ 19.00%	\$83.60	
	Tax	@ 8.25%	\$36.30	
			=====	
	Social Grand Total		\$559.90	
	Post-Conference Evaluation Lunch (Committee)		\$500.00	
			=====	
	Total FOOD		\$12,847.78	\$12,847.78
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OFFICE COSTS				
Supplies				
	Packet Folders, Name Tag Holders,		\$200.00	
	Conference Participant Gift Item		\$0.00	
Printing / Copying				
	Pre-Conference Brochure		\$700.00	
	Packet Contents		\$50.00	
	Name Tags		\$100.00	
	Day-Of Brochure		\$500.00	
Rentals				
	Venue Rooms		\$1,200.00	
	AV and Sound Rentals		\$300.00	
	Hotel Room for Conference Chairs		\$800.00	
	Hotel Room for Conference Guests		\$600.00	
	Hotel Room for Registrar		\$200.00	
Postage				
	Conferene Planning Committee Mailing		\$50.00	
	Pre-Conf Brochure		\$200.00	
			=====	
	Total OFFICE COSTS		\$4,900.00	\$4,900.00
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EXPENSES / COSTS (Continued)				
Category	Detail	Formula	Amount	Totals
PROFFESIONAL				
	Honorariums - Keynote Speakers			
			\$500.00	
	<i>Estimate (unconfirmed, etc.)</i>		\$0.00	
	Honorariums - Breakout Session Presenters			
	<i>Estimate (unconfirmed, etc.)</i>		\$500.00	
	Insurance (for Conference Facility)		\$0.00	
	Speaker for Social		\$200.00	
			=====	
	Total PROFFESIONAL		\$1,200.00	\$1,200.00
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TRAVEL				
	Air Fare & Transportation - Keynote Speakers			
			\$250.00	
			\$250.00	
			\$0.00	
	<i>Estimate (unconfirmed, etc.)</i>		\$0.00	
	Transportation - Breakout Session Presenters			
	<i>Estimate (unconfirmed, etc.)</i>		\$200.00	
	Per Diem - Keynote Speakers			
			\$100.00	
			\$0.00	
	<i>Extra Hotel Room Charge</i>	25 @ \$ 90.00	\$2,250.00	
	Per Diem - Breakout Session Presenters			
	<i>Estimate (unconfirmed, etc.)</i>		\$100.00	
			=====	
	Total TRAVEL		\$3,150.00	\$3,150.00
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	EXPENSES / COSTS GRAND TOTAL		=====	
				\$22,297.78

BUDGET: 2002 Utah Public Health Conference
Cost Analysis

INCOME - RECEIPTS		
	\$22,390.00	%
Exhibitor's Fees Received	\$5,000.00	22%
Luncheon Receipts	\$30.00	0%
Registration, Sponsored Mgt	\$17,360.00	78%
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TOTAL RECEIPTS	\$22,390.00	100%

			Cost/Person	
EXPENSES - COSTS			2 Days	1 Day
Awards, Contributions, Memberships	\$200.00	1%	\$1.12	\$0.56
Dispersment of Conf Revenues	\$0.00	0%	\$0.00	\$0.00
Food, Luncheons, Catering	\$12,847.78	58%	\$72.18	\$36.09
Office Costs, Supplies, Printing, Postage	\$4,900.00	22%	\$27.53	\$13.76
Professional Fees, Honorariums, Legal Fees	\$1,200.00	5%	\$6.74	\$3.37
Travel Expense	\$3,150.00	14%	\$17.70	\$8.85
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TOTAL EXPENSES:	\$22,297.78	100%	\$125.27	\$62.63

PROCEEDS (Receipts Less Expenses)	
TOTAL PROCEEDS	\$92.22

PER PERSON FEES

2 Day	Member Rate	160 @	\$90	\$14,400.00
	Non-Member Rate	12 @	\$125	\$1,500.00
	Student and Retired Rate	5 @	\$65	\$325.00
	Visitor / Intern (No Meals)	1 @	\$25	\$25.00
		Total	Average	
		178	\$91.29	
1 Day	Member Rate	10 @	\$55	\$550.00
	Non-Member Rate	6 @	\$70	\$420.00
	Student and Retired Rate	2 @	\$40	\$80.00
	Visitor / Intern (No Meals)	3 @	\$20	\$60.00
		Total	Average	
		21	\$50.00	